

LCDC PTO Meeting Agenda

June 18, 2015

I. Welcome

II. Business – Amanda

A. “B”eginning of Summer Party is on June 19th

1. **Note: Party already took place by the time these went out. They were kept for completeness.**
2. Still need bounce house monitor. Want to regulate amount and size combination of bouncers. A suggestion was made to break up bounce times by class and see if the teachers who are still “on the clock” can monitor. Another suggestion was made to ask if any teachers can help.
3. There is an open time slot for ball area monitoring from 4:00-4:30.
4. Volunteers are still needed for clean-up and bringing in food items.

B. Solicit for PTO Board, Vote will be held June 22nd – June 26th

1. Current board members are happy to continue on, but please submit nominations if you are interested in serving. Board is willing to help with any transitions.
2. A quorum is needed for election to be official so please submit your votes.

C. Still looking for new Box Tops/Labels for Education Coordinator

1. Bethany Schiller is stepping in as coordinator for these programs. (Thanks Bethany!) Nicole Hintermeister is transitioning information and binders to her.
2. Farm Fresh receipts were totaled (\$16,201) and submitted on 6/15. Farm Fresh 123-4 will total all submissions from participating schools and distribute 20,000,000 points according to each school’s percentage submittal. Points will be posted to the schools’ accounts on 6/23 and can be redeemed via catalog for equipment and supplies by 7/1.

D. Scholastic Orders – June is last Month for the summer, Paper and online orders due by June 26th

1. There will be no July order due to scholastic primarily serving schools who are out for the summer
2. The center just put in another awards purchase. This one was for over \$300 worth of books and there are still points left

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3. If we get an additional \$150 of order this month (from what was in place last night) the center will get bonus points worth \$40
4. Thanks for all the support, the center is definitely benefiting from these orders
- E. Board is coordinating farewell activities for Ms. Cak, if anyone has any ideas or would like to help, contact the board
 1. The current idea is to do something similar to Kim Bloom's farewell. Blank paper was given to families to populate with pictures and their well wishes. The PTO then consolidated the pages into a book. Cake and punch reception on last day during pick-up times to which the parents were invited. PTO board brought in Olive Garden for a director/staff lunch.
 2. Loretta is planning her last day to be August 7.
- F. Summer Pictures will be on Friday, July 17th
 1. Nicole Hintermeister is filling in for Tina Guldin (maternity leave) as the chairperson.
 2. The prep package with the name cards has been received.
 3. Picture stations will be similar to spring pictures when the staff lounge and hallway by the director's office were used.
- G. Avon fundraiser
 1. Was not scheduled but there was interest from parents and teachers.
 2. A small table display is planned with bug spray and sunscreen being sold.
 3. Will probably run next week with a short turn-around for product delivery.

III. Finance – Carly

- A. Account Balance: As of June 1, \$2,592.06.
- B. Income: Spring picture profits are in (remaining balance check received today, as reported by Loretta Cak). Awaiting profits from Flower Power fundraiser.
- C. Expenses: Party on 6/19 still outstanding. Teacher Wish List expenses to be coming up towards end of summer.

IV. Directors Report – Ms. Cak

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- A. Demo/Construction Update - permanent closure of E. Walcott
 - 1. Demolition proceedings were delayed. It was supposed to being over the June 12-14 weekend, but central communications in large building did not get moved. That move will occur this weekend (June 19-21) and then the following weekend (June 26-28) demolition will begin.
 - 2. Fencing has been put up around the buildings to block off play areas. Additional temporary fencing has been requested around the toddler play area. Plenty of space is left in playground for party on 6/19.
- B. Director transition update (Per Randy Cone)
 - 1. Recruitment announcement has been closed, with about 40 applicants from which to select. The selection team has been established and will include Julie Kennedy (OHCM), Ed Glaessgen (Member, Exchange Council), and Randy Cone.
 - 2. Randy stated that although there were more applicants last time a director was recruited, there seem to be some good quality applicants in this pool.
 - 3. The selection team has begun paring applicants down. Some names have been referred to Loretta Cak for consideration in teacher positions because there is not quite enough experience to qualify as the director.
 - 4. Interviews will begin with the goal to finish by July 15, although Fourth of July delays are anticipated.
 - 5. Randy's intention remains to have some overlap with the new director and Loretta for the transition.

V. Parent Comments/Questions

- A. Pledge of Allegiance: A parent asked about having children do the pledge of allegiance in light of all the patriotic holidays this time of year. Loretta Cak and some of the preschool parents stated that this is in fact taught in the older classrooms.

VI. Important Upcoming Dates

- A. "B"eginning of Summer Party – June 19th
- B. Father's Day – June 21st
- C. LCDC Closed for Independence Day – July 3rd

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- D. Summer Pictures – July 17th (Updated Date)

VII. General reminders

- A. LCDC is on the web (<http://pto.larc.nasa.gov/>) and on Facebook
- B. Parents Concerns options:
 - 1. Ms. Cak would love to encourage families who may have concerns to come directly to her so that you can work together to address them
 - 2. The PTO Parent Concerns form is still available and can be found at <http://tinyurl.com/o5x7no5>. This is an anonymous way to communicate concerns to the PTO board and are addressed at the PTO meetings.
 - 3. We can also be reached at any of our NASA email addresses or at lcdcpto@gmail.com
- C. Please remember to collect and bring in your Box Tops and Labels for Education. The drop-off location is outside the Big Dippers room. Contact Nicole Hintermeister with any questions.
- D. LCDC has a shared calendar -LaRC-CAL-LCDC-Events. (POC- Nicole Hintermeister)
- E. Scholastic Book Sale information -shop online: scholastic.com/readingclub, One-Time Class Activation Code: NFMHD

VIII. Closing Remarks – Amanda

- A. The next PTO Meeting will be **Thursday, July 16th, 2015, at 12:00pm.**
We will meet in the 2102 room 115
USA Toll Free #: 1-844-467-6272
Participant Passcode: #: 630134